



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

April 9, 2014

Stacy Blizzard
2036 N Gayman Ave.
Davenport, IA 52804

Dear Stacy,

This letter is in regards to the 4/7/14 compliance check of your Level B, Registered Child Development Home. Thank you for your time. I enjoyed meeting you and visiting with you.

Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Need child lock or move items under kitchen sink, need to cover fire pit and grill, need to post ER plans, need to document drills, need non smoking sign for car

☐ 110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Either move or lock items under kitchen sink

☐ 110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

Cover fire pit and grill

☐ 110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.

Just took down plans due to open house

☐ 110.5(1)j The plans shall clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter areas.

Found one plan during visit

☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept.

Need to resume documenting drills

☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes.

Need to resume documenting drills

☐ 110.5(1)o Nonsmoking signs posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and

www.iowasmokefreeair.gov.

Need one sign for the car

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

Stacy- exam need, Jim – immunizations status

☐ 110.5(2)b Certificates or training verification documentation for:

☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)

Need to renew- expired 3/2014

☐ 110.5(4) The certificate of registration is displayed in a conspicuous place.

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number.

B.P

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

B.P

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.

B.P

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

B.P

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

B.P, K.L

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

B.P

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

B.P

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

B.P

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above by 5/26/14. You indicated that you would be moving 5/23/14 to Cedar Rapids, Iowa and would be voluntarily withdrawing your registration at that time. Obviously, your items are due AFTER your move. If you should end up not moving or your circumstances change, please ensure that you have the above items corrected by 5/26/14.**

Please return your Certificate of Registration to DHS following your last day of providing child care services along with the enclosed Voluntary Withdrawal Statement.

Please do not hesitate to contact me at DHS at (563)326-8215 if you have any questions regarding this letter.

Sincerely,

Kathy Huinker
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 324-3236.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).